

HAMPTON BUDGET COMMITTEE
MINUTES
October 30, 2008

Budget Committee Members Present

Mary-Louise Woolsey, Chairman
Michael Plouffe, Vice-Chairman
Richard Nichols, Selectman Representative
Rusty Bridle, School Board Representative
Victor DeMarco
Jack Lessard
Michael Pierce
Norman Silberdick
Peter Traynor

Excused

Maury Friedman

Unexcused

Pat Collins
Dick Hansen
Eileen Latimer
Larry Stuker

Chairman Woolsey called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was said.

Chairman Woolsey introduced the members of the Committee

GENERAL GOVERNMENT

Town Clerk

Chairman Woolsey welcomed Jane Cypher, Town Clerk.

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$187,091 for the Town Clerk's Office.

Ms. Cypher said there is a minor increase under Computer Support. Equipment Maintenance is down because new printers were purchased last year. Supplies and Expenses is also down.

Vote: 9 yes, 0 no. Motion passed unanimously.

Voter Registration

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$5,559 for Voter Registration.

Ms. Cypher said that the decrease in part-time wages is because there will be only one election next year.

Vote: 9 yes, 0 no. Motion passed unanimously.

Election Administration

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$7,177 for Election Administration.

Vote: 9 yes, 0 no. Motion passed unanimously.

Town Meeting & Ballot Clerk Expenses

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$38,917 for Town Meeting & Ballot Clerk Expenses.

Vote: 9 yes, 0 no. Motion passed unanimously.

Assessing

Chairman Woolsey welcomed Bob Estey Assessing Officer.

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$205,103 for the Assessor's Office.

Mr. Estey discussed the Vision software and how it helps taxpayers see detail and is also of great benefit to his office.

Mr. Estey explained that he is now a part-time employee and therefore regular wages are down and part-time wages are up.

Data Processing is increased due to an increase in the Vision software maintenance fee. The increase under Supplies and Expenses is due to educational requirements mandated by the Department of Revenue.

Mr. Estey explained that values are not going down because of the devaluation of the market. They will actually be higher. The present values were determined as of April 1st before the stock market issue.

Mr. Nichols asked what the average increase was for 2008 vs. 2003. Mr. Estey replied it was 20%.

Mr. Estey said they have an in-house data collector and said this is much more efficient and cost effective than if they went outside.

Vote: 9 yes, 0 no. Motion passed unanimously.

Cemeteries

Chairman Woolsey welcomed Dan Kenney, Cemetery Director.

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$104,202 for Cemeteries.

Mr. Kenney said tomorrow was the last day for his part-time workers. This is hard because they will not be able to do as much clean up work as they would like.

Mr. Kenney said the cooperation from the Fire Department and the Public Works Department has been wonderful.

Chairman Woolsey asked if the roof was done. Mr. Kenney replied that it was and was completed under budget. They were also under budget for the truck.

Mr. DeMarco asked about money that is in Replacement Equipment being transferred to part-time wages. Mr. Kenney said he can't do that because there is no way to foresee if equipment will have to be replaced.

Mr. Lessard said he felt more money should be given to Cemeteries. They do a wonderful job.

Amendment moved by Mr. Lessard, seconded by Mr. Traynor, to increase the amount by \$5,000 for Cemeteries.

Vote: 4 yes, 5 no. Amendment failed.

Chairman Woolsey asked for a vote on the main motion.

Vote: 9 yes, 0 no. Motion passed unanimously.

Legal

Chairman Woolsey welcomed Mark Gearreald, Town Counsel.

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$348,378 for Legal.

Attorney Gearreald explained that the Legal budget is comprised of work that is done in-house and things that are not within the department's control and are done out of house.

Attorney Gearreald said the cost of running the department including everything is \$94 an hour. If out of house counsel were used, the number would increase to \$200 or more per hour.

Chairman Woolsey asked about revenues. Attorney Gearreald said these come mostly from Planning and Zoning and the recovery of attorney fees. There is also income from the review of condo documents which is charged to the purchaser.

Mr. Pierce asked about staff development. Attorney Gearreald said this was for the legal assistant who is attending law school part time. Chairman Woolsey and Mr. Pierce both said they thought this was turned down. Attorney Gearreald said it was not turned down. He said that because of this law student the Legal Office gets a free outside research capability which is worth \$3,300. Chairman Woolsey said the Committee should move forward and this issue can be revisited later.

Chairman Woolsey asked about Collective Bargaining Labor Costs. She asked if any agreements had been ratified by the Board of Selectmen and the Union. Fred Welch, Town Manager, said there are three contracts which have been ratified. Chairman Woolsey said everyone has accepted the concept of "tentative agreements", but there has been no public vote yet by the Board of Selectmen, that she is aware of, to ratify any CBA agreements. The Budget Committee will be looking for a clean public process to ratify contracts and a description of the contract provisions before the Special Money Articles work session.

Vote: 9 yes, 0 no. Motion passed unanimously.

Welfare

Chairman Woolsey welcomed Michelle Kingsley, Welfare Officer.

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$158,600 for Welfare.

Ms. Kingsley said that she assists individuals and families who need help for their basic needs. Help is also provided on budgeting. The Welfare Office works with local charities and churches which are wonderful resources.

Mr. Silberdick asked how requests were at this time. Ms. Kingsley said that it was light during the summer, but now is much more busy.

Chairman Woolsey asked about help with fuel expenses from the State. Ms. Kingsley said if anyone needs this information to call her at 926-5948.

Mr. Silberdick asked if requests are mostly from residents or transients. Ms. Kingsley replied that they were evenly distributed.

Vote: 9 yes, 0 no. Motion passed unanimously.

Executive-Selectmen

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$18,500 for Executive-Selectmen.

Vote: 9 yes, 0 no. Motion passed unanimously.

Executive-Town Manager

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$145,987 for Executive-Town Manager.

Vote: 9 yes, 0 no. Motion passed unanimously.

Budget Committee

Moved by Mr. Plouffe, seconded by Mr. Lessard, to move forward to the public hearing the amount of \$2,200 for Budget Committee

Vote: 9 yes, 0 no. Motion passed unanimously.

Trustees of the Trust Fund

Moved by Mr. Plouffe, seconded by Mr. Pierce, to move forward to the public hearing the amount of \$2,350 for Trustees of the Trust Fund.

Vote: 9 yes, 0 no. Motion passed unanimously.

Miscellaneous Committees

Moved by Mr. Plouffe, seconded by Mr. Lessard, to move forward to the public hearing the amount of \$500 for Miscellaneous Committees.

Vote: 9 yes, 0 no. Motion passed unanimously.

Heritage Commission

Moved by Mr. Plouffe, seconded by Mr. Lessard, to move forward to the public hearing the amount of \$1,200 for the Heritage Commission.

Vote: 9 yes, 0 no. Motion passed unanimously.

Accounting & Financial

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$266,519 for Accounting & Financial.

Vote: 9 yes, 0 no. Motion passed unanimously.

Audit Services

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$28,000 for Audit Services.

Chairman Woolsey brought up the issue of GASB 34. She asked when the Town will move past the conditional audit. Mike Schwotzer, Finance Officer, said they are looking at 2010 and the audit can be done in-house.

Vote: 9 yes, 0 no. Motion passed unanimously.

Management Information Systems

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$177,976 for Management Information Systems.

Mr. Schwotzer explained that the 18.7% increase in regular wages is for a new position for a network systems administrator. The workload for Mr. Paquette is phenomenal. This will be for an entry level position. The computer systems are the lifeblood of the Town.

Vote: 9 yes, 0 no. Motion passed unanimously.

Human Resources-Printing & Supplies

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$3,000 for Human Resources-Printing & Supplies.

Vote: 9 yes, 0 no. Motion passed unanimously.

Personnel Administration

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$2,785,348 for Personnel Administration.

Chairman Woolsey explained that \$650,203 of this amount is pending on the retirement issue.

Vote: 9 yes, 0 no. Motion passed unanimously.

Town Office Building

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$104,074 for Town Office Building.

Vote: 9 yes, 0 no. Motion passed unanimously.

District Court

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$400 for the District Court.

Vote: 9 yes, 0 no. Motion passed unanimously.

Debt Service

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$3,326,381 for Debt Service.

Vote: 9 yes, 0 no. Motion passed unanimously.

Estimated Revenues

Moved by Mr. Nichols, seconded by Mr. Plouffe, to move forward to the public hearing the amount of \$6,226,512 for Estimated Revenues for 2009.

Vote: 9 yes, 0 no. Motion passed unanimously.

Regarding the Fire Department, Chairman Woolsey asked if the 34.15% drop in regular wages is due to having just one deputy chief. Mr. Welch said that was correct. Chairman Woolsey asked if part of Chief Silver's salary is coming out of the EMS revolving fund. Mr. Welch said that it was.

The next meeting will be held on Tuesday, November 4, 2008, at 7:00 p.m. in the Selectmen's Meeting Room.

Adjournment

There being no further business to come before the meeting, Mr. Lessard **moved**, seconded by Mr. Silberdick, that the meeting be adjourned. The motion passed by unanimous vote.

The meeting was adjourned at 9:34 p.m.

Respectfully submitted,

Joan Rice
Secretary

Mary-Louise Woolsey, Chairman

